

ARLINGTON PUBLIC SCHOOLS

In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:

***Arlington School Committee
School Committee Organizational Meeting
Thursday, April 11, 2019
6:15 PM***

*Arlington High School
School Committee Room
869 Mass Avenue, 6th Floor
Arlington, MA 02476*

Call to Order; Mr. Paul Schlichtman, Chairperson Pro Tempore

Nomination and Election for Office of Chair

Nomination for Office of Vice Chair

Nomination and Election for Office of Secretary

Vote to Approve Committee & Liaison Assignments for 2019-2020

Vote on Authorization of Chair to Sign Payroll Warrant

Per Policy BDA: Standards and Norms of the Arlington School Committee, BDA-E

Adjournment

The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Stated times and time amounts, listed in parenthesis, are the estimated amounts of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.



Town of Arlington, Massachusetts

Meeting Location

Summary:

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869 Mass Avenue, 6th Floor
Arlington, MA 02476

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ATTACHMENTS:

Type	File Name	Description
<input type="checkbox"/> Document for Approval	2019-2020_Subcommittee_Assignments.pdf	2019-20 Subcommittee Assignments
<input type="checkbox"/> Policy	BDA_Organizational_meeting_doc.pdf	BDA SCHOOL COMMITTEE ORGANIZATIONAL MEETING
<input type="checkbox"/> Policy	BDA-E_School_Committee_Norms_and_Standards.html.pdf and Standards	BDA-E School Committee Norms

ARLINGTON SCHOOL COMMITTEE
SUBCOMMITTEES

2019-2020

**Len Kardon, Chair
Jane Morgan, Vice Chair
Paul Schlichtman, Secretary
Kirsi Allison-Ampe
Bill Hayner
Jennifer Susse
Jeff Thielman**

Budget

Kirsi Allison-Ampe (chair), Len Kardon, Jennifer Susse

Policies & Procedures

Paul Schlichtman (chair), Jane Morgan, Kirsi Allison-Ampe

Curriculum, Instruction, Assessment & Accountability

Jane Morgan (chair), Paul Schlichtman, Jeff Thielman

Community Relations

Jennifer Susse (chair), Jeff Thielman, Jane Morgan

Facilities

Bill Hayner (chair), Kirsi Allison-Ampe

Legal Services

Bill Hayner (chair), Jeff Thielman

Warrant Committee

Bill Hayner

COMMITTEE LIAISONS

Schedule meetings. The expectation is 5-8 meetings per subcommittee during the course of the year (most meetings occur Oct. - June).

Take and report minutes promptly for all subcommittee meetings. Minutes should be forwarded to the Administrative Secretary for the committee for distribution to the full committee.

Report at each School Committee meeting on the subcommittee's work and be sure the full School Committee is aware of the next scheduled meeting.

Work with Administrative Assistant for the committee to post all meetings.

Arrange meetings so that the Superintendent or his/her representative can attend.

Permanent Town Building Committee

Bill Hayner

AHS Building Committee

Kirsi Allison-Ampe
Jeff Thielman (chair)

Selectmen and Legislative Liaison

Len Kardon

Budget Revenue Task Force

Kirsi Allison-Ampe
Len Kardon
Jennifer Susse

Long Range Planning

Kirsi Allison-Ampe
Len Kardon
Jennifer Susse

Envision Arlington

Paul Schlichtman

Negotiations Committee (AEA)

Open until needed

Negotiations Committee (AAA)

Open until needed

Negotiations Committee (AEA Paraprofessionals)

Paul Schlichtman

Jennifer Susse

Negotiations Committee (Cafeteria)

Open until needed

Negotiations Committee (Unit C)

Bill Hayner

Jennifer Susse

Negotiations Traffic Supervisors

Jane Morgan

Bill Hayner

Negotiations Committee (Bus)

Open until needed

Arlington Youth Health & Safety Coalition

Kirsi Allison-Ampe

Wellness Committee

Jennifer Susse

Supt. Diversity Advisory Committee

Jane Morgan

AEF Board

Len Kardon

SEPAC Liaison

Len Kardon

EDCO Board

Bill Hayner

SCHOOL LIAISONS

Bishop

Bill Hayner

Brackett

Kirsi Allison-Ampe

Dallin

Jane Morgan

Hardy

Paul Schlichtman

Peirce

Jeff Thielman

Stratton

Jennifer Susse

Thompson

Len Kardon

Gibbs

Bill Hayner

OMS

Jennifer Susse

AHS

Jeff Thielman, Jane Morgan

SCHOOL
COMMITTEE POLICY MANUAL
SECTION A - FOUNDATIONS AND BASIC COMMITMENTS
SECTION B - BOARD GOVERNANCE AND OPERATIONS
File: BA - SCHOOL COMMITTEE OPERATIONAL GOALS
File: BAA - EVALUATION OF SCHOOL COMMITTEE OPERATIONAL PROCEDURES
File: BB - SCHOOL COMMITTEE LEGAL STATUS
File: BBA - SCHOOL COMMITTEE POWERS AND DUTIES
File: BBAA - SCHOOL COMMITTEE MEMBER AUTHORITY
File: BBBA/BBBB - SCHOOL COMMITTEE MEMBER QUALIFICATIONS/OF OFFICE
File: BBC - SCHOOL COMMITTEE MEMBER RESIGNATION
File: BBBE - UNEXPIRED TERM FULFILLMENT
File: BBC - SCHOOL COMMITTEE MEMBER INSURANCE
File: BCA - SCHOOL COMMITTEE MEMBER ETHICS
File: BDA - SCHOOL COMMITTEE ORGANIZATIONAL

[File: BDA - SCHOOL COMMITTEE ORGANIZATIONAL MEETING](#)

Officers of the Arlington School Committee shall be elected at an organization meeting held only for this purpose each year. The organization meeting shall be scheduled for a date and time after the annual town elections, and prior to the first regular School Committee meeting of the month.

Officers shall be elected separately for terms of one year. A majority vote of the members present shall constitute an election.

That member with the earliest date of Committee membership shall preside as Chairperson pro tempore until the new officers are elected. The Chairperson shall conduct the election of all School Committee officers, following the methods set forth in *Robert's Rules of Order*.

For the purpose of defining seniority of School Committee members under File BDA and File BDAA, the following rule shall apply. When two or more members are elected for the first time at the same election, and, when both members have had identical lengths of service on the Committee, the senior member shall be determined by the member receiving the greater number of votes received in the election in which the members were first elected.

Approximately one month prior to the School Committee Organizational Meeting, School Committee members interested in officer positions will notify the administrative secretary and/or Chairperson.

Any vacancy among the officers occurring between organizational meetings will be filled by a member elected by the School Committee. The election will be conducted as described above.

"At each organizational meeting the newly elected Chair shall read aloud the Standards and Norms of the Arlington School Committee, attached hereto as BDA-E, and invite each member to publically sign the document. All members shall be provided with BDA-E prior to the organizational meeting."

CROSS REFS.: BBB, School Committee Elections

[BDAA](#), Election of School Committee Officers

[BDA-E](#), School Committee: Norms and Standards

[BE](#), Regular School Committee Meetings

File: BDA-E - SCHOOL COMMITTEE NORMS AND STANDARDS

We, the Arlington School Committee, acknowledge that a School Committee meeting is a meeting of School Committee members that is held in public and not a public meeting and that we will make every effort to ensure that meetings are effective and efficient To that end, we acknowledge the importance of subcommittees and we and the Superintendent agree to utilize them to focus on specific topics in-depth and to prepare for presentation, deliberation, and possible action by the School Committee.

We, the Arlington School Committee, set forth these Standards and Norms that we will all commit to abide by as individuals and as a Committee:

1. Represent the needs and interests of all students in the district.
2. Exercise leadership in vision, planning, policy making, evaluation, and advocacy on behalf of the students and district, not in managing the day-to-day operations of the district.
3. Conduct our business through a set agenda. Emerging items will be addressed in subsequent meetings through agenda items.
4. Provide full disclosure. Each member will provide input, encouragement, express concerns and positions rather than withhold information from other members. When a Committee member feels that there has not been full disclosure, an objective process for revisiting the issue will be used.
5. Maintain an open environment where each member is empowered to freely express opinions, concerns, and ideas. Committee members will work together to clarify and restate discussions in order to strive for full understanding.
6. Keep an open mind and accept that they can change their opinions by recognizing that they are not locked into their initial stated positions.
7. Make decisions on information and not on personalities. Committee members will act with the best information available at the time considering data, the superintendent's recommendations, proposals, and suggestions. Committee members will strive to make the best decision at the time.
8. Debate the issues, not one another. The Committee will engage in critical thinking, expecting all Committee members to freely offer differing points of view as part of the discussion, prior to making a board decision.
9. Not take unilateral action. A Committee member's authority is derived only through a majority decision of the Committee acting as a whole during an open, public meeting.
10. Attend meetings well prepared to discuss issues on the agenda and will be prepared to make decisions, striving for efficient decision making.
11. Strive to have no surprises for the committee or superintendent. All members will receive the same information on all topics in a timely manner.
12. Strive to reach decisions by consensus. Discuss with respect, disagree without acrimony. When consensus is not possible, all members will publicly abide by the majority decision.
13. Understand and respect the chain of command as it concerns roles and responsibilities and direct others to do the same.

14. Review and revise our standards and norms, as needed, as part of the committee's self-evaluation.